

BISHOPS CAUNDLE PARISH COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON TUESDAY, 17TH MAY 2016
IN THE VILLAGE HALL, FOLLOWING THE ANNUAL PARISH MEETING.

Present:

A. Jones, R. Mead, E. Dicker, T. Loveless, L. Lyon, A. Tuffin, clerk S. Harris, 1 member of the public.

1. To Receive Apologies:

Apologies were received from Cllr. Gould, L. Coombe. Sarah Martin, Aaron Harcom.

2. Election of Chairman and Vice Chairman:

The Chairman stood down and A. Tuffin proposed A. Jones to continue as Chairman, seconded by E. Dicker. There were no other nominations. Mr. Jones signed a Declaration of Acceptance of Office.

Mr. Tuffin proposed E. Dicker to continue as Vice-Chairman, seconded by L. Lyon.

3. Election of Officers:

Sites and Buildings – A. Jones

Planning – A. Tuffin

Outside Meetings – A. Jones

Rights of Way – E. Dicker

Village Hall Liaison and Emergency Plan – A. Jones

Press Liaison – E. Dicker

Football Club Liaison – R. Mead

Playarea Checks – E. Dicker

Community Shop Representative – L. Lyon

All proposed by T. Loveless and seconded by R. Mead

4. Approval of the minutes of the Parish Council meeting held on 15th March 2016.

The minutes were approved and signed by the Chairman, having been circulated previously.

5. Matters Arising:

• **Planning Application at Stables, Holt Hill**

2/2016/0195/FUL

Change of use for stable to 1 no. dwelling for agricultural worker for temporary period of 3 years.

This was a retrospective application, objected to by Stourton Caundle Parish Council. Comments sent to support Stourton Caundle's objection and also highlighting the risk of extra traffic further damaging the already deteriorating surface of Holt Lane.

Planning Results:

• **Tigit Cottage**, demolition of existing single storey lean-to-lobby, utility and WC extension.

Replace with single storey lean-to roofed Garden Room, Study & WC & alterations. To re-form rear utility room, porch and conversion of the garage to form a new kitchen. Approval dated 3.5.2016

• **Stoney Farm** request for compliance with conditions 3 and 4 of planning approval

WD/D/15/002640.

• **15 Hill View Verges:**

Mr. John Kewley brought a summary of the discussions with Parish Council, District Council and Digby Estate about the verge at 15 Hill View which he owns. The Parish Council had previously only been informed by a telephone to the clerk that this had been 'sorted out.'

Repeated requests to WDDC for more details had not so far been answered. The council are prepared to sell the land to the house owners where 'Rose Cottage' used to be, but 2m of the verge must remain the property of highways. This means the hedge needs to be removed and a new hedge re-planted 2m. back in line with the hedge alongside the playing field. 3 neighbours are affected but the area is not in the Conservation Area.

The Parish Council supports the disposal of the land to the tenants, WDDC and R. Gould to be informed. (B. Wilberforce sent an e-mail on 23.5.16 confirming negotiations are taking place, reply confirming P.C. are in support of the property owners wish to purchase sent 1.6.2016)

6. Sites and Buildings:

Fields adjacent to Blind Lane off A3030

No response to e-mails sent to Environment Agency, WDDC sent acknowledgement.

Numerous complaints and concerns about possibility of tree roots in hedge falling into main road as they rot and debris in hedge impeding waterways and gullies from road.

Reported online 27.5.16 reference 1057681.

Rights of Way: N/A

Highways Reports:

Drains outside and opposite village blocked and causing flooding, reported before meeting ref: 1057130. A. Jones reported that potholes in Holt Lane 'have been repaired.' T. Loveless commented on the build-up of silt along Holt Lane which is adding to the amount of water running down the road. Councillors repeated their frustration with the poor condition of Holt Lane and drains, despite numerous reports and complaints.

7. Website:

E. Dicker reported that the website is running well.

8. Playing Field Maintenance:

The Parish Council has a lease with the Football Club, not the Social Club which was set up for the benefit of the Football Club. Aaron Harcom reported that the Social Club has not been open for football showers, bar etc., resulting in the football club not paying the membership fee. Social Club subsequently refusing to cut grass. The Football Club helps with the half marathon and money given helps the club. £150 cheque given to the Social Club in March 2015 for grass cutting has apparently been lost and is still outstanding. R. Mead offered to try and mediate, clerk to provide documents, copy of lease etc.

9. Play area Maintenance:

T. Loveless has installed replacement swing seat and new 8mm chains which will be much stronger than the old ones. T. Loveless is liaising with Shaun Bingham to do the rest of the work: bins to be fixed onto concrete bases or posts, part of damaged fence to be replaced with galvanised mesh which will be much stronger. Missing dog sign needs replacing or finding and re-erecting. M. Moore is treating weeds and raking bark. Also painting and wood treatment.

10. Standing Orders and Financial Regulations Annual Review:

Next meeting.

(Mr. Loveless left the meeting at 9p.m.)

11. Insurance Renewal:

Came and Co quoted £457.91, Zurich Municipal sent a quote for £354.56. There was a proposal to accept Zurich but to contact Came and Co first to see if they can match the quote. Clerk to check whether this includes cover for volunteer workers. (Subsequently confirmed that volunteers are not covered but would cost approx. £40 to add, E. Dicker suggested adding if required.)

12. Finances:

Adoption of Updated and Reissued Practitioners Guide to Proper Practices 2016.

Proposed R. Mead and seconded E. Dicker.

VAT Claim. Completed and submitted.

Audit 2015/16 Annual Statement Parts 1 and 2

Proposed E. Dicker, seconded R. Mead

State of Finances and Authority to make payments:

STATE OF FINANCES AS AT 17.5.2016

CURRENT ACCOUNT	5,135 21	
DEPOSIT ACCOUNT	15,273 53	
TOTAL		20408 74
TENNIS MONIES		3475 93

CHEQUES APPROVED BY THE CHAIRMAN AND VICE-CHAIRMAN SINCE THE LAST MEETING

001196	Church Clock donation requested on 16.3.2016 and already approved in principle	750 00
001198	ICO Data Protection	35 00
001199	Michael Moore Grass cutting cemetery and Church Green for April	100 00

CHEQUES TO APPROVE AT THE MEETING

001200	SCPC Half broad band for Year 2015/2016	101 52
001201	Fenland Products Swing Seat Replacement Chains	49 20
001202	Computer ink S. Harris	45 00
001203	M. Moore grass cutting in cemetery and Church Green for May	100 00
001204	Insurance (Zurich)	354 56

Proposed by: E. Dicker

Seconded by: L. Lyon

Appointment of Internal Auditor: Nigel Ladd has offered to undertake the internal audit,

Proposed E. Dicker, Seconded L. Lyon.

13. Correspondence from 16.3.2016 (full list on file)

e-mail:

12.4.2016 DAPTC Office now closed to public and appointments are required.

24.4.16 Changes to bus timetable confirming service to Yeovil has been removed.

5.5.2016 WDDC Mobile Library survey and questionnaire

6.5.2016 WDDC Bus Cuts notice, forwarded to White Hart Vale Magazine/survey in shop

6.5.2016 SWOT survey questionnaire (clerk will attempt to fill in.)

5.7.2016 Dorset Police WRAP raising awareness event 5th July

Post Received

16.5.2016 Centenary Fields Information (as playing field not owned by Parish Council, no action.)

Plans arrived on Saturday 14th May so not included in Agenda for Oak frame double garage at Oak End, Bere Lane, Caundle Marsh. Will be displayed in shop and notified in usual way.

14. Matters for Further Discussion:

Next Agenda: Painting village hall.

Standing Orders and Financial Regulations Annual Review.

15. Time of Closure: 9.40p.m.

16. Date of Next Meeting:

There is no meeting in June

Tuesday, 19th July 2016 at 7.30p.m.